



Mission Readiness Renovation/New Facility User Request

Request Title:
Date of Request:
Core Capability Impacted:
Strategic Objective Impacted:
Vision:
Are you currently funded to conduct this work?
Original Requester:
Program/Division/Admin Office:
Director/Manager Name:
Description of Facility & Infrastructure Improvement Need:
How will this request help achieve your vision?
Director/Manager Comments:

Gaps in Facilities & Infrastructure Necessary to Achieve Vision:

Gap? (Y/N)	Category	Need Timeline? (C, 5, 10)	Comments
Research Facilities			
	Biological Lab		
	Chemical Lab		
	Contiguous Space		
	High Bay Space		
	Instrument Lab, General		
	Instrument Lab, Sensitive		
	Laser Lab		
	Low Vibration Space		
	Storage Space		
	Other Specialty Space (Specify)		
Utility Systems			
	Electrical Power		
	Fume Hoods		
	Heating/Ventilating/Air Conditioning		
	Laboratory Gases		
	Telecommunications		
	Water		
	Other (Specify)		
Information Systems			
	Computing Facilities		
	Wired Network Access		
	Wireless Network Access		
	Other (Specify)		

Gap? (Y/N)	Category	Need Timeline? (C, 5, 10)	Comments
General Use and Support Facilities			
	Administrative Support Facilities (Specify)		
	Collaboration Space		
	Conference Room, General		
	Conference Room, Large Meetings		
	Conference Room, Teleconference		
	Contiguous Space		
	Controlled Access		
	Fabrication & Craft Shop Facilities		
	General Space Layout (e.g. Circulation, Access, Location)		
	Laboratory Identity and Image		
	Occupational Medicine Facilities		
	Office Space		
	Parking		
	Storage Space		
	Training Facilities		
	Warehouse Facilities		
	Other (Specify)		

Timeline: C, Current need
5, Needed within 5 years
10, Needed within 10 years

Mission Readiness Team Comments: